

Please Note: Should you decided to have your alarm system removed you will need to do the following.

1. Notify the FARU's Alarm Administrator in writing and request to have your Alarm Registration be closed, and as to why: i.e. you no longer have your Alarm system or you have moved.
2. The Alarm Company will also need to notify us via fax or e-mail that your account has been closed or removed, and that they are no longer monitoring you.

Mail to:

FARU
Alarms Administrator
30 N. Market Street
Frederick MD 21701

e-mail lcayton@frederickcountymd.gov

The Department of
Frederick County Permits
and Inspections
False Alarm
Prevention Unit

Alarm Users Responsibilities



Frederick County Department of Permits and Inspections False Alarm Reduction Unit

***30 N. Market Street
Frederick MD 21701
301-600-3474 office
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Alarm User's Responsibilities

False Alarm Prevention Class

- A. The Alarm Administrator and the Frederick County Sheriff's Office may provide a two (2) hour educational program for the prevention of false alarms. Alarm businesses and alarm users will be allowed to attend any false alarm prevention program presented.
- B. Each person who attends the False Alarm Prevention Program will pay a fee of ten dollars (\$10.00). The Alarm Administrator will collect the established fee either before or at the time of persons attendance in the program.
- C. If an alarm business or alarm user completes the False Alarm Prevention Program, the Alarm Administrator will issue a attendance certificate to the person.

Definitions

In this section, the following words have the meaning indicated:

- A. **Alarm administrator** – The individual designated by the Frederick County Board of Commissioners (BOCC) to administer, control, review alarm applications, alarm responses, and appeals as outlined in this brochure.
- B. **Alarm System Contractor (Business)** -
 - 1. A business license by the State of Maryland to sell, lease, install, maintain, monitor, alter, or service alarm systems.
 - 2. An agency that furnishes the services of a person engaged to install, maintain, monitor, alter, or service alarm systems.
- C. **Alarm User** –
 - 1. A person in control of an alarm system within, on or around any building, structure, facility, or site.
 - 2. An alarm user includes the owner or lessee of an alarm system; the occupant of any dwelling unit with an alarm system; each tenant that uses an alarm system in a multitenant building.
- D. **Alarm System** – Any mechanical or electrical equipment arranged to signal an unauthorized entry of other illegal activity. Alarm system includes devices activated automatically, such as burglar alarms, and devices activated manually, such as hold-up alarms. Alarm system does not include telephone lines maintained and operated by public utilities under the regulation of the Public Service Commission over which such signals might

Be transmitted or alarm systems installed in motor vehicles, boats, or aircraft. Alarm system does not include fire alarms.

- E. **Alarm Signal** – The activation of an alarm system alarm site.
- F. **Alarm Site** – A single premises or location served by an alarm system.
- G. **Control Panel** – The control processing unit designed to manage and control an alarm system.
- H. **Digital Dialer** – A device that transmits digital signals from an alarm system to a monitoring center through the telephones network.
- I. **Duress Alarm** – A silent alarm signal generated by the manual activation of a device intended to signal a crisis situation requiring police response.
- J. **Hold-Up, Robbery or Panic Alarm** – A device designed for the detection of a robbery, hold-up or the commission of an unlawful act within the premises protected by the alarm system and which may be intentionally activated by a person, generates an inaudible signal to the monitoring station, and may or may not generate an audible sound at the premises.
- K. **Audible Alarm** – A device designed for the detection of an unauthorized entry on a premises and which when activated generates an audible sound on the premises.
- L. **Business License** – A license issued by the County of Frederick, Maryland to operate as an alarm business in Frederick County.

- 2.Satisfies all outstanding citations and fines; and
- 3.Submits a certification from an alarm business stating that the alarm system complies with the requirements of this subtitle.



Appeal of False Alarm Fine

- A. A person who is fined pursuant to these Regulations may file an appeal in writing, giving detailed information for the request, to the Alarm Administrator, within 14 days of issuance of the notice of fine. A filing fee of thirty dollars (\$30.00), made payable to the Treasurer of Frederick County must be included.
- B. Unless the Alarm Administrator dismisses the fine pursuant to these Regulations (see Waived Response Fine), the person must, within 10 days after receiving written notification from the Alarm Administrator denying the appeal, pay the fine.
- C. If the fine is not paid within the time period described above, a municipal citation shall be issued.
- D. In a proceeding before the District Court, the violation shall be prosecuted in the same manner and to the same extent as set forth in Article 23A, Section 3(B)(8) through (15) of the Maryland Code. However, the County Attorney is hereby authorized to prosecute all citations issued under these Regulations.
- E. A person found by the District Court to have committed a violation of these Regulations shall be liable for the costs of the proceeding in the District Court.

6)	\$125.00 fine imposed on the user
7)	\$150.00 fine imposed on the user
8)	\$175.00 fine imposed on the user
9)	\$200.00 fine imposed on the user
10)	\$225.00 fine imposed on the user
11)	\$275.00 fine imposed on the user
12)	\$300.00 fine imposed on the user
13)	\$300.00 fine imposed on the user
14)	\$300.00 fine imposed on the user
15)+	\$300.00 fine imposed on the user And alarm inspection required By a registered alarm company

B. Fines for Unregistered Alarms

1. A person who maintains or operates an unregistered alarm system is subject to a civil penalty of \$50.00 for each police response to an alarm site. The Alarm Administrator may waive the penalty for an unregistered system if the alarm user registers the system within 15 calendar days after the initial violation.
2. If an alarm business requests a police response to an unregistered alarm site, the alarm business is subject to a civil penalty of fifty dollars (\$50.00) for each false alarm signal for which it request police response.

- C. All monies retrieved as a result of fines and fees, will be deposited into the General Fund and may be used to fund related activities.

Reinstatement of Alarm Registration

- A. A person whose alarm registration has been suspended or revoked may be issued a new registration if the person:
1. Submits an application and pays a filing fee of thirty dollars (\$30.00);

- M. **Alarm Permit Registration** – A Permit issued by the Alarm Administrator or designee to an individual, corporation, partnership, association, organization or similar entity to operate al alarm system at an alarm site.
- N. **Touchpad** – A device that allows control of an alarm system by the manual entering of a coded sequence of numbers or letters.
- O. **Person** – An individual, corporation, partnership, association, organization or similar entity.
- P. **Act of God** – An unusual, extraordinary, sudden and/or unexpected manifestation of the forces of nature which cannot be prevented by reasonable human care, skill or previously maintained by another.
- Q. **Conversion** – The transaction or process by which one alarm business begins maintaining an alarm system previously maintained by another.
- R. **Takeover** – The transaction or process by which an alarm user takes over control of an existing alarm system which was originally controlled by another.
- S. **False Alarm** – Any request for the immediate assistance of a law enforcement agency, regardless of cause, that is not in response to an actual emergency situation and/or perceived or actual criminal activity.

1. False Alarms Include:

- a. Negligently or accidentally activated signals.
- b. Signals that are the result of faulty, malfunctioning or improperly installed or maintained equipment.

- c. Signals that are purposely activated to summons a law enforcement agency in a non-emergency situation.

2. False Alarms do not include:

- a. Signals activated by unusually severe weather conditions or other causes beyond the control of the alarm user or alarm system contractor, to include an act of God, blizzards, earthquakes, high intensity wind.
- b. Signals that are activated for testing purposes when a law enforcement agency has been given advance notice of such testing or activation caused by a law enforcement agency.
- c. An alarm system that is activated a second time within a 12-hour period when the premises are unoccupied will not be deemed a false alarm if:
 - 1. Access to the building is provided to the alarm system contractor; and
 - 2. An alarm system contractor or an employee of an alarm system contractor responds.

1. SCHEDULE OF FINES FOR RESIDENTIAL USER

Number of False Alarms	Action/Fine
1)	Warning letter mailed to the user
2)	Warning letter mailed to the user
3)	\$30.00 fine imposed on the user
4)	\$45.00 fine imposed on the user
5)	\$60.00 fine imposed on the user And alarm inspection required by a Registered alarm company.
6)	\$75.00 fine imposed on the user
7)	\$90.00 fine imposed on the user
8)	\$115.00 fine imposed on the user
9)	\$130.00 fine imposed on the user
10)	\$150.00 fine imposed on the user And alarm inspection required by a Registered alarm company.
11)	\$150.00 fine imposed on the user
12)	\$150.00 fine imposed on the user
13)	\$150.00 fine imposed on the user
14)	\$150.00 fine imposed on the user
15)+	\$150.00 fine imposed on the user And alarm inspection required by a Registered alarm company.

2. SCHEDULE OF FINES FOR NON-RESIDENTIAL USERS

Number of False Alarms	ACTION/FINE
1)	Warning letter mailed to the user
2)	Warning letter mailed to the user
3)	\$50.00 fine imposed on the user
4)	\$75.00 fine imposed on the user
5)	\$100.00 fine imposed on the user And alarm inspection required By a registered alarm company

- B. Should an alarm business license be suspended, revoked, or refused, the alarm business, must notify, by first class mail, within five (5) calendar days, each of its alarm users that the alarm business is unable to request Frederick County to dispatch to the user's alarm for the duration of the suspension, revocation or refusal. The alarm business must also provide the Alarm Administrator or designee, by first class mail, within five (d) calendar days, a list containing the name and complete address of current registered alarm users.
- C. Any licensee or applicant who requests a hearing to show cause why an alarm business license should not be revoked, suspended, or the license application should be granted or renewed must do so in writing with the Alarm Administrator within ten (10) calendar days of notice of the revocation, suspension of license application denial.
- D. Any licensee or applicant who requests a hearing to show cause why an alarm business license should not be revoked, suspended, or the license application should be granted or renewed must include with the written appeal a filing fee of thirty dollars (\$30.00) made payable to the Treasurer of Frederick County.

False Alarm Response Fines

- A. If an alarm emits a false alarm signal within a calendar year, the alarm user that owns the system is subject to a fine based upon the schedules contained in this subsection.

- d. If access to the building is not provided to the alarm system contractor, and the contractor does not respond to an alarm system that is activated a second time within 12 hours when the premises are unoccupied, each subsequent alarm will be counted as a false alarm.

Alarm User Registration

- A. Every alarm user must register their alarm system with Frederick County by completing and submitting the permit registration form and paying the alarm permit registration fee established by these regulations prior to the activation of an alarm system as defined on page 1.
- B. Registration Form

The Permit registration form for the alarm user must contain, but is not limited to, the following information:

- 1. Residential
 - a. Registration number, name, address, telephone number, and driver's license or social security number, if not licensed, of the alarm user for the alarm site;
 - b. Dangerous or special conditions information at the alarm site;

- c. Type of alarm system: burglary, robbery, panic, duress, medical alert, etc.;
- d. Name and address, and telephone numbers of two (2) persons who are able to and have agreed to:
 - 1. Receive notification of an alarm activation at anytime.
 - 2. Respond to the alarm site within one (1) hour, and
 - 3. Grant access to the alarm site and deactivate the alarm system if such becomes necessary.
- e. The Alarm Administrator may waive, under extraordinary circumstances, the requirement to have two (2) contract persons listed on a residential registration form.

2. Non-Residential

- a. Registration Number;
- b. Non-residential alarm user's name and trade name, if different;
- c. Employer Identification Number;
- d. A street address where the alarm system is located, including room or suite number;
- e. Telephone number at the alarm site;

- C. If an alarm user fails to register their alarm system as set forth in these regulations, the alarm user will be notified in writing by the Alarm Administrator that the alarm user must not request police dispatch on any alarm signal to the alarm user's site until the alarm system has been registered and all outstanding fines and fees have been paid.

Revocation, Suspension or Loss of Alarm Permit of Business License

- A. The Alarm Administrator may refuse to grant an alarm permit registration to an alarm user or an alarm business license to an alarm business, and may suspend, revoke, or refuse to renew an alarm permit registration or business license, if the Alarm Administrator finds:
 - 1. Failure of the permittee to comply with the requirements of the subtitle;
 - 2. That installation, repairs, maintenance, or other work on the alarm system does not meet the requirements of this subtitle have not been paid;
 - 3. Fees required or fines imposed under this subtitle have not been paid;
 - 4. When the permittee or any of its officers, employees or agents have knowingly made any false, misleading or fraudulent statement of a material fact in any report or record required pursuant to this regulation.
 - 5. A person commits an offense if he operates an alarm system during the period in which his alarm permit is suspended or revoked.
 - 6. Conviction of the permittee or any of its officers, employees or agents of a felony.

B. The Notice under this subsection will contain:

1. The date and time of the police response to the false alarm signal.
2. The identification number of the responding officer, and
3. A request to the alarm user to ensure that the alarm system is properly operated, inspected, and serviced in order to avoid fines.

Denied Response for Unpaid Fines

A. If a monitored alarm user fails to pay their false alarm response fines or fails to appeal the false alarm response fine as set forth in these regulations, the alarm user and the alarm user's alarm business or monitoring company will be advised in writing by the Alarm Administrator that the user failed to either pay their fine or appeal the false alarm. The alarm business monitoring company must not request police dispatch on any alarm signal to the alarm user's site until the alarm user pays their outstanding fine or an appeal is granted.

If an alarm user fails to pay their false alarm response fine or fails to appeal the false alarm response fine as set forth in these regulations, the Emergency Communications Center of Frederick County will be advised by the Alarm Administrator that the alarm user failed to either pay their fine or appeal the false alarm. The Emergency Communications Center will not be dispatched law enforcement personnel to any alarm at the alarm user's site until the alarm pays their outstanding fine or an appeal is granted.

- f. Type of business or activity conducted at the alarm site;
- g. Type of alarm system: burglary, robbery, duress, panic, etc.;
- h. Dangerous or special conditions information at the site;
- i. Parent company name, address and telephone number;
- j. Name and telephone number of person(s) responsible for the alarm system at the alarm site; and
- k. Name and telephone numbers of three (3) persons who are able to and have agreed to:
 1. Receive notification of an alarm activation at anytime.
 2. Respond to the alarm site within one (1) hour, and
 3. Grant access to the alarm site and deactivate the alarm system if such becomes necessary.
3. Name, address telephone number, and business license number(s) of the alarm business that installed and/or monitors the alarm system, if applicable.

4. A statement as to whether the alarm user has ever previously registered an alarm system or was ever issued a permit in Frederick County.
 5. Any false statement of a material fact made by an applicant for the purpose of obtaining an alarm permit will be sufficient cause for refusal to issue a permit.
 6. The alarm user permit registrant form must contain a synopsis of this set of Frederick County regulations.
 7. The alarm user permit registration is valid for a period of one (1) year from the date of issuance.
- C. Alarm users cannot transfer alarm permits to another person. The alarm user must notify the Alarm Administrator of any change that alters any information listed on the permit registration within five (5) business days.
- D. Alarm User Registration Fee
The registration fee for residential and non-residential alarm users is thirty dollars (\$30.00) annually.
- E. An alarm user that contracts with an alarm business, as defined in these regulations, to purchase an alarm system or to have an alarm system monitored must submit the permit registration form along with the alarm registration fee to the Alarms Administrator prior to the activation of a new alarm system.
- F. The Alarm Administrator may waive response fines for signals activated during the initial 30 day period following a new installation, if the alarm user contacts the Alarm Administrator in writing, within ten (10) days of receipt of the fine notice, verifies the new installation and requests the fine be waived.

System Inspection for Recurring False Alarms

- A. If the alarm system emits a false alarm at an alarm site within any twelve (12) month period, the Alarm Administrator may require the alarm user to have the alarm system inspected by an alarm business and submit an alarm system certification to the Alarm Administrator. If within any twelve (12) month period the alarm system emits five (5) false alarms subsequent to a certification under this paragraph, the Alarm Administrator may require the alarm business to submit another alarm system certification.
- B. Within thirty (30) calendar days of the alarm certification request, as outlined above in Paragraph A of this subsection, the alarm user must have their alarm system inspected and certified by an alarm business, and the alarm certification submitted to the Alarm Administrator.
- C. An alarm system certification under this subsection will certify that the alarm system meets the requirements of this subtitle and any other applicable local, state, or national codes.
- D. Only licensed alarm companies will be permitted to conduct alarm system inspections.

Assumed False Alarms

- A. In the case of assumed false alarm signal, the responding police officer will leave notice at the alarm site that the police responded to the false alarm.

D. Certain Dialers Prohibited

An alarm system may not utilize a digital dialer or automatic telephone dialing system which transmits signals through the telephone network to summon police.

Waived Response Fine

- A. A false alarm response fine may be waived if the alarm system was activate by an act of God, including violent conditions of nature; such as, blizzards, earthquakes, high intensity winds, extraordinary circumstances not reasonable subject to the control of the alarm business or alarm user. The Alarm Administrator may request a written statement/report from a licensed alarm company representative which details the reasons for the false alarm.
- B. If it is determined that a false alarm signal from a registered alarm was due to an event beyond the reasonable control of the alarm user, the event may not be considered a false alarm for the purpose of this regulation.
- C. If alarm signals were caused by a malfunctioning alarm system which caused two (2) or more false alarms in a twelve (12) hour period, and the alarm user and the alarm business exercised their best efforts to limit alarm signals caused by the malfunction, those false alarms will be counted as one (1) false alarm.
- E. The Alarm Administrator may waive an inspection when it is determined that a sufficient number of false alarms are not related to system malfunction or defect.
- F. When a person or business listed on the permit registration or listed on an amendment to the registering is unable or unwilling to perform the require duties, the registrant must file with the alarm business, with seventy-two (72) hours, an amendment to the registration listing a person or company that is able and willing to perform those duties.

- G. Each permit registration will remain in effect until the registrant relinquishes control of the alarm site or the registration is suspended, revoked or expires.
- H. All registered alarm users must keep a copy of the alarm permit registration form and installation certificate at the alarm site and must produce such registration information for inspection upon reasonable request by a Frederick County Law Enforcement Officer *(authorized to enforce these regulations) and/or Alarm Administrator.
- I. At least thirty (30) calendar days prior to the expiration of an alarm permit registration, the Alarm Administrator will notify an alarm user of the expiration date of the alarm system permit registration and forward renewal paper work.
- J. Prior to the alarm permit registration annual expiration date, the alarm user will submit renewal paperwork along with the thirty dollar (\$30.00) registration fee to the Alarm Administrator to renew the alarm system permit.
- K. All information submitted to a third party administrator in compliance with this regulation must be held in strict confidence and must not be disclosed without approval of the Alarm Administrator. Any violation of confidentiality requirements is a violation of this regulation and is subject to a civil penalty of not more than fifty dollars (\$50.00).

- L. Registration of an alarm system is not intended to, nor will it, create a contract, duty or obligation, either expressed or implied, of response. Any and all liability and consequential damage resulting from the failure to respond to a notification is hereby disclaimed and governmental immunity as provided by law is retained. By registering an alarm system, the alarm user acknowledges that police response may be based on factors such as:

1. Availability of police units
2. Priority of calls
3. Weather conditions
4. Traffic conditions
5. Emergency conditions
6. Staffing levels

Alarm System in Apartment Complexes Contracted for by Individual Tenant

- A. If an alarm system installed by an individual tenant in an apartment complex unit is monitored, the tenant must provide the name of a representative of the apartment owner or property manager who can grant access to the apartment to the alarm business which is providing the monitoring service.
- B. A tenant of an apartment complex will also obtain an alarm permit registration, as outlined on page 5, before operating or causing the operation of an alarm system in the tenant's residential unit. The annual fee for this permit registration of the renewal of this registration will be thirty dollars (\$30.00).
- C. For purposes of enforcing these regulations against an individual residential unit, the tenant is responsible for false alarm dispatches emitted from the alarm system in the tenant's residential unit.

Alarm Systems in Apartment Complexes Furnished by the Apartment Complex as an Amenity

- A. If the owner or property manager of an apartment complex provides alarm systems in each residential unit has an amenity, then the owner or property manager of the apartment complex will obtain an alarm permit, as outlined on page 5. The annual fee for this permit and for each renewal of this permit will be thirty dollars (\$30.00) per residential unit per year. All units, whether occupied or not, will be included in calculating the required fee.
- B. For purposes of assessing fines and enforcing these regulations, the alarm permit holder is responsible for payment of fines for false alarm dispatches emitted from alarm systems in residential units.

Alarm System Installation Standards

A. Installation

An alarm system will be installed and serviced only by an alarm contractor licensed by the State of Maryland.

B. System Standards and Testing

A new alarm system will be included in a list published by Underwriters Laboratory or Factory Mutual, which states that the system meets appropriate designated standards or has been tested and found suitable for use in a specified manner.

C. System Installation

A new alarm system will be installed in accordance with National Electric Code, National Burglar Alarm Association, or Underwriters Laboratory standards.